



COUNTY ADMINISTRATOR REPORT

THURSDAY JANUARY 8th, 2026, 1:00 PM

DEPARTMENTAL MANAGEMENT & LABOR RELATIONS

COLLECTIVE BARGAINING

- Tioga County Corrections Association, Inc. On-Going, expired 12/31/2025
- Tioga County Law Enforcement Association, Inc. On-Going, expired 12/31/2025

DEPARTMENT HEAD EVALUATIONS

- March 2026: 6-Month Evaluation Chief Information Officer

POLICY REVIEW & IMPLEMENTATION

- IV. Personnel Rules/e. Disciplinary Procedures (Draft under review)
- VII. Purchasing and Payment Policy (Drafted)
- X. Building & Vehicle Procedures/c. Assignment and Use of County Vehicles (Drafted)

FINANCIAL MANAGEMENT & BUDGETING

BUDGET OFFICER

- YTD 2025 County Budget Report ([Attachment 001](#))
- 12/31/25 YTD Budget Report A1230 – County Administrator ([Attachment 002](#))
- 2026 Budget Status
- ARPA Project Status Review ([Attachment 003](#))

CAPITAL PROJECTS

- 56 Main North Wing HVAC Upgrade
- Radio Communications Tower Upgrade
- Consolidated County Office Building Project Status

GRANTS & SHARED SERVICES

- 2025 New York State County Infrastructure Grant Program (\$1,000,000; Reso 134-25)
- USDA - FY26 Congressional Directed Spending (CDS) Grant (\$1,500,000; Reso A27)
- NYSED - NYS 250th Commemoration Commission Award (\$15,000; Reso 447-25)

OPIOID SETTLEMENT FUNDS

- 2026 RFP Award/Opioid Advisory Committee ([Attachment 004](#); Reso A41 – A45)

ADMINISTRATION & COMMUNICATION

LEADERS' MEETING

- Next: Tuesday January 27th, 2026: 56 Main – Disciplinary Practices w/ Roemer

COMMUNITY OUTREACH/COMMUNICATION

- 12/28/2025 Spotlight on Government Services – Social Services ([Attachment 005](#))

STRATEGIC PLAN

- 2026 Revision – 01/22 Legislative Worksession (Draft Review)

MISC

- Tioga County Chamber of Commerce/2025 Leadership Tioga
- Out of Office January 26th – January 30th, Remote Availability

COUNTY OF TIOGA
YTD BUDGET REPORT (ALL FUNDS)
DECEMBER 2025 TENTATIVE

OBJECTS OF REVENUE	ORIGINAL BUDGET	MODIFICATIONS	REVISED BUDGET	ACTUALS	\$ REMAINING
<i>Personal Services</i>	\$ (64,384,687)	\$ (260,041)	\$ (64,644,729)	\$ (67,389,470)	\$ 2,744,742
<i>Interest, Income, Charges</i>	\$ (3,961,068)	\$ (650,927)	\$ (4,611,995)	\$ (6,155,539)	\$ 1,543,544
<i>State Aid</i>	\$ (17,650,811)	\$ (14,221,251)	\$ (31,872,062)	\$ (16,420,784)	\$ (15,451,278)
<i>Federal Aid</i>	\$ (6,745,700)	\$ (6,385,929)	\$ (13,131,628)	\$ (9,411,780)	\$ (3,719,848)
<i>Interfund Transfers</i>	\$ (4,254,556)	\$ (2,394,529)	\$ (6,649,085)	\$ (7,429,252)	\$ 780,167
TOTAL YTD REVENUE	\$ (96,996,822)	\$ (23,912,677)	\$ (120,909,499)	\$ (106,806,826)	\$ (14,102,673)

OBJECTS OF EXPENSE	ORIGINAL BUDGET	MODIFICATIONS	REVISED BUDGET	ACTUALS	\$ REMAINING
<i>Personnel</i>	\$ 27,212,620	\$ 615,066	\$ 27,827,686	\$ 25,274,554	\$ 2,553,132
<i>Capital Equipment</i>	\$ 3,322,730	\$ 11,678,325	\$ 15,001,055	\$ 7,503,036	\$ 7,498,019
<i>Interdepartmental</i>	\$ 673,546	\$ -	\$ 673,546	\$ 387,545	\$ 286,001
<i>Contractual</i>	\$ 50,178,427	\$ 20,762,076	\$ 70,940,503	\$ 50,148,703	\$ 20,791,800
<i>Debt Principal</i>	\$ 545,000	\$ -	\$ 545,000	\$ 545,000	\$ -
<i>Debt Interest</i>	\$ 250,110	\$ -	\$ 250,110	\$ 250,110	\$ -
<i>Employee Benefits</i>	\$ 16,869,187	\$ 308,915	\$ 17,178,101	\$ 16,179,294	\$ 998,807
<i>Interfund Transfers</i>	\$ 4,254,556	\$ 2,394,529	\$ 6,649,085	\$ 7,429,252	\$ (780,167)
TOTAL YTD EXPENSE	\$ 103,306,177	\$ 35,758,910	\$ 139,065,087	\$ 107,717,494	\$ 31,347,592

TOTAL REVENUE	\$ (96,996,822)	\$ (23,912,677)	\$ (120,909,499)		
TOTAL EXPENSE	\$ 103,306,177	\$ 35,758,910	\$ 139,065,087		
APPLIED FUND BALANCE	\$ 6,309,355	\$ 11,846,233	\$ 18,155,587		



TIOGA COUNTY, NEW YORK

Tioga County YTD BUDGET REPORT

FOR 2025 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
A1230 County Administrator							
A1230 510010 SALARY FT	129,375	0	129,375	127,888.02	.00	1,486.98	98.9%
A1230 520020 Audio V Eq	0	775	775	.00	775.00	.00	100.0%
A1230 520070 Chairs	0	200	200	192.87	.00	7.13	96.4%
A1230 540140 Cont Svs	0	1,400	1,400	1,400.00	.00	.00	100.0%
A1230 540180 Dues	500	-40	460	460.00	.00	.00	100.0%
A1230 540340 Literature	150	-150	0	.00	.00	.00	.0%
A1230 540420 Office Sup	150	650	800	491.18	.00	308.82	61.4%
A1230 540480 Postage	50	-50	0	.00	.00	.00	.0%
A1230 540640 Supplies	1,700	-1,675	25	.00	.00	25.00	.0%
A1230 540660 Telephone	500	-500	0	.00	.00	.00	.0%
A1230 540732 Training C	3,200	-84	3,116	2,588.00	.00	528.00	83.1%
A1230 540733 Train Oth	1,500	-526	974	.00	.00	974.00	.0%
A1230 581088 St Ret	6,698	0	6,698	3,786.75	.00	2,911.25	56.5%
A1230 583088 Social Sec	9,563	150	9,713	9,728.94	.00	-15.63	100.2%
A1230 584088 Work Comp	1,195	14	1,209	1,208.79	.00	.00	100.0%
A1230 585588 Disab Ins	68	0	68	59.94	.00	8.06	88.1%
A1230 586088 Health Ins	28,570	2,152	30,722	29,584.62	.00	1,137.87	96.3%
A1230 588988 Eap	16	0	16	15.93	.00	.00	100.0%
TOTAL County Administrator	183,235	2,317	185,552	177,405.04	775.00	7,371.48	96.0%
TOTAL EXPENSES	183,235	2,317	185,552	177,405.04	775.00	7,371.48	
GRAND TOTAL	183,235	2,317	185,552	177,405.04	775.00	7,371.48	96.0%

** END OF REPORT - Generated by Bailey, Jackson **

COUNTY OF TIOGA
ARPA LOCAL FISCAL RECOVERY FUND PROJECT WORKSHEET
AS OF JANUARY 2026

EXPENDITURE (PROJECT)	OBLIGATED FUNDS	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 YTD	TOTAL EXPENDITURES	REMAINING ALLOCATION
Veterens Admin Suicide Prevention	\$ 100,000.00	\$ -	\$ 9,594.60	\$ 25,361.67	\$ 37,640.41	\$ 23,498.98	\$ 96,095.66	\$ 3,904.34
Tioga ASAP Community Organization	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -
Tioga County Suicide Prevention	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -
Tourism, Travel & Hospitality Sectors	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -
Land Bank - Affordable Housing	\$ 500,000.00	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00	\$ -
Transitional Housing - Catholic Charities	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -
Veterens/Mens Transitional Housing	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00	\$ -
A New Hope Center & Shelter/Transitional Housing	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -
Broadband Project - Nichols	\$ 425,010.00	\$ -	\$ 371,260.00	\$ 35,000.00	\$ 18,750.00	\$ -	\$ 425,010.00	\$ -
The Neighborhood Depot Project	\$ 325,000.00	\$ -	\$ -	\$ -	\$ 325,000.00	\$ -	\$ 325,000.00	\$ -
EMO - Communication Towers for Radio Project	\$ 4,000,000.00	\$ -	\$ -	\$ 340,031.73	\$ 3,068,731.77	\$ 591,236.50	\$ 4,000,000.00	\$ -
DPW - Truck Wash Facility	\$ 769,097.00	\$ -	\$ -	\$ 305,368.27	\$ 10,680.57	\$ 17,236.90	\$ 333,285.74	\$ 435,811.26
DPW - Loader Equipment	\$ 70,903.00	\$ -	\$ 70,903.00	\$ -	\$ -	\$ -	\$ 70,903.00	\$ -
IT - Cyber Security/Shoretel Phone Upgrade	\$ 38,034.32	\$ -	\$ 34,959.25	\$ 3,075.07	\$ -	\$ -	\$ 38,034.32	\$ -
IT - Security Access System Upgrade	\$ 52,463.76	\$ -	\$ -	\$ 12,463.76	\$ -	\$ 24,344.00	\$ 36,807.76	\$ 15,656.00
IT - Data At Rest (DAR) Encryption	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00	\$ -
IT - Multi Factor Authentication	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	\$ -
EMO - Ambulance Study	\$ 63,500.00	\$ 38,100.00	\$ 25,400.00	\$ -	\$ -	\$ -	\$ 63,500.00	\$ -
56 Main Facility Upgrades	\$ 377,116.00	\$ -	\$ 133,217.51	\$ 40,646.43	\$ 7,305.00	\$ 13,714.61	\$ 194,883.55	\$ 182,232.45
56 Main Security - Securitas	\$ 388,206.04	\$ -	\$ -	\$ 94,145.12	\$ 135,322.04	\$ 141,684.44	\$ 371,151.60	\$ 17,054.44
IT - Ortho Imaging Mapping	\$ 193,191.52	\$ -	\$ 42,457.08	\$ 26,928.00	\$ 69,950.44	\$ 26,928.00	\$ 166,263.52	\$ 26,928.00
DPW - HVAC Upgrade Psafety Bldg/Chiller	\$ 400,000.00	\$ -	\$ 72,351.97	\$ 87,507.00	\$ 240,141.03	\$ -	\$ 400,000.00	\$ -
DPW - Court Annex HVAC Upgrade	\$ 310,000.00	\$ -	\$ -	\$ 7,000.00	\$ 96,400.00	\$ 2,800.00	\$ 106,200.00	\$ 203,800.00
Fiscal Recovery Fund Administrator	\$ 17,346.36	\$ 2,307.72	\$ 5,000.06	\$ 5,000.06	\$ 5,038.52	\$ -	\$ 17,346.36	\$ -
Fiscal Recovery Fund Consultant	\$ 9,500.00	\$ 9,500.00	\$ -	\$ -	\$ -	\$ -	\$ 9,500.00	\$ -
Records Management Study	\$ 6,000.00	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -
Racker Center	\$ 400,000.00	\$ -	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 400,000.00	\$ -
Foundry St Clean Up (Reso 404-24)	\$ 37,500.00	\$ -	\$ -	\$ -	\$ 37,500.00	\$ -	\$ 37,500.00	\$ -
Grand Total	\$ 9,362,868.00	\$ 899,907.72	\$ 1,431,143.47	\$ 1,252,527.11	\$ 4,052,459.78	\$ 841,443.43	\$ 8,477,481.51	\$ 885,386.49

Total Obligated Expenditures	\$ 9,362,868.00
Total ARPA Funds Granted	\$ 9,362,868.00
Unallocated ARPA Funds	\$ -
ARPA Funds Spent	\$ 8,477,481.51
Total Funds Available as of 1/5/2026	\$ 885,386.49

2021 ACTUAL	\$ 899,907.72
2022 ACTUAL	\$ 1,431,143.47
2023 ACTUAL	\$ 1,252,527.11
2024 ACTUAL	\$ 4,052,459.78
2025 YTD ACTUAL	\$ 841,443.43
TOTAL SPENT ARPA FUNDS	\$ 8,477,481.51
TOTAL ALLOCATED ARPA FUNDS	\$ 9,362,868.00
ARPA FUNDS GRANTED	\$ 9,362,868.00
NON-OBLIGATED ARPA FUNDS	\$ -



COUNTY OF TIOGA
RFP RUBRIC WORKSHEET
OPIOID SETTLEMENT FUNDS RFP (2026)

APPLICANT	RESTRICTED	UNRESTRICTED	TOTAL	Alignmentw/ Goals and Local Services Plan and Abatement Needs	Innovation & Impact	Feasibility & Capacity	Evaluation & Sustainability	Budget Justification	TOTAL (AVG)
				30 PTS	25 PTS	20 PTS	15 PTS	10 PTS	
A NEW HOPE CENTER	\$ -	\$ 105,125.00	\$ 105,125.00	28	24	19	13	9	93
CASA TRINITY	\$ -	\$ 50,000.00	\$ 50,000.00	29	25	20	14	10	98
HEAHEA, LLC	\$ 115,000.00	\$ 35,000.00	\$ 150,000.00	24	23	17	13	9	86
PARTNERSHIP TO END ADDICTION	\$ 80,000.00	\$ 20,000.00	\$ 100,000.00	29	24	20	14	10	97
TIOGA OPPORTUNITIES, INC.	\$ 25,000.00	\$ -	\$ 25,000.00	29	23	19	14	10	95
Total Request	\$ 220,000.00	\$ 210,125.00	\$ 430,125.00						
Opioid Settlement Funds 12/15/25	\$ 355,977.50	\$ 365,840.88	\$ 721,818.38						
Proposed Balance	\$ 135,977.50	\$ 155,715.88	\$ 291,693.38						

Tioga County is pleased to highlight the Department of Social Services as part of its ongoing Department Spotlight series. DSS plays a critical role in supporting children, families, and individuals through programs that promote safety, stability, and self-sufficiency.

Programs and services provided include Adult and Adolescent Services, Assistance Programs, Child Protective Services and Prevention, Child Support Enforcement, Employment Services, and Foster Care, Adoption, and Home Finding.



Pictured from left are Mickelle Andrews, Director of Administrative Services; Elizabeth Myers, Incoming Commissioner of Social Services; Shawn Yetter, Commissioner of Social Services; and Tara Hauptfleisch, Director of Employment and Transitional Services. Photo provided.

After an exceptional 35-year career, Commissioner Shawn Yetter is retiring from the Tioga County Department of Social Services, having served as Commissioner since 2003. Throughout his tenure, Commissioner Yetter has been a steady and dedicated leader, guiding the department through significant changes while maintaining a strong commitment to serving the community.

However, the county is excited to announce the appointment of Elizabeth Myers as the new incoming commissioner of social services. Elizabeth has served as the Deputy Commissioner of Social Services since 2023, and as the Director of Social Services from 2016 to 2023.

Elizabeth brings strong public service experience and a commitment to advancing DSS's mission of promoting self-sufficiency and protecting Tioga County citizens by providing financial and social services to eligible residents. County staff, legislators, and community partners look forward to working with her as she begins this new role.

The County also recognizes key DSS administrative staff who help support the department's daily operations. They include Mickelle Andrews, Director of Administrative Services since 2023, who oversees critical financial and administrative functions essential to DSS operations, and Tara Hauptfleisch, appointed in October 2025 as Director of Employment and Transitional Services, leading workforce and transitional support programs that help residents achieve greater independence.

Tioga County is grateful for the continued dedication of DSS staff and looks forward to the next chapter under new leadership.